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# Request for Proposals

Energy Sector Partnerships & Training:  
Local and Regional Projects

October 16, 2012

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Workforce Development Agency, State of Michigan

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**Workforce Development Agency, State of Michigan**

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The WDASOM is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

## **A. Background**

Global demand for energy is forecasted to grow significantly in the next few years. With this projected growth comes the need for workers with the knowledge and skills to enter critical positions that meet the needs of energy industry sectors.

The Workforce Development Agency, State of Michigan (WDASOM) seeks to support energy sector workforce development projects that fill skills gaps and meet industry demand for talent. Limited federal grant funding is available to support energy sector job training within local and regional projects. WDASOM is soliciting proposals from workforce development organizations including Michigan Works! Agencies, economic development organizations, non-profits, community-based organizations, and other interested parties working to support energy sector workforce development projects.

## **B. State Energy Sector Strategy**

The State of Michigan has identified the following desired outcomes for its energy sector strategy:

1. Meet the specific skill needs of Michigan's energy sector employers.
2. Retrain and place dislocated workers and improve the skills and retention of incumbent workers in traditional sectors with a growing number of jobs in the energy sector.
3. Train Michigan workers and create career pathways in skilled trades and other high-demand jobs in energy industry sectors.

In particular, WDASOM is targeting partnerships able to commit to job training, placement, and retention in the following industry sectors:

1. Fossil Fuels
  - a. Energy Production
  - b. Energy Distribution
  - c. Energy Transmission
2. Clean Technology
  - a. Advanced Energy Storage
  - b. Wind
  - c. Solar
3. Energy Efficient Construction
4. Electric Power Sector
  - a. Smart Grid Technology

### C. Funding Availability

Financial support for this request for proposals includes federal funding from WDASOM's U.S. Department of Labor, State Energy Sector Partnership Grant in the amount of \$387,000 and U.S. Department of Energy, Workforce Training for the Electric Power Sector Grant in the amount of \$128,000. **Total funding available is up to \$515,000. The period of performance is project launch through June 30, 2013.** Interested parties may apply for all or a portion of the total funding available.

### D. Outcomes and Performance Requirements

WDASOM will select one or multiple projects that assist with achieving outcomes specified in the State of Michigan's federal grants supporting this project, including:

Number of individuals trained	300
Number of individuals completing training and receiving degree, certification or credential	300
Number of individuals entering employment	290

### E. Partnership & Training Requirements

WDASOM seeks proposals from potential local and regional teams interested in implementing energy sector training based on specific skills and talent demand identified by employers. Plans submitted should target a particular industry, occupation(s), and skills gap(s), as well as define a geographical region of focus. Proposals should include the following information:

- Targeted industries as they align with the sectors listed above in Section B
- Geographical region of partnership team
- Specific employers involved in the project, their related hiring and training needs, and timelines for hiring or meeting "entered employment" outcomes for incumbent workers as described in Policy Issuance 11-42 (Attachment A.)
- Identified training programs available to meet employment needs
- Description of potential project team members and their roles
- Detailed description of training strategy which includes:
  - How training will address needs of targeted populations
  - How design will account for current skill level, age, or work level
  - How project will address barriers to employment
  - How project will focus on specific industries listed above and occupations and the skills and competencies that they need

- Expected number of individuals that will be served through the project Expected number of individuals that will be trained through the project
- Expected number of individuals that will complete training within the project's period of performance
- Expected number of individuals that will receive a certificate or credential within the project's period of performance including detailed information regarding the type of certificate or credential
- Expected number of individuals that will enter employment (by employer) within the project's period of performance
- Expected number of individuals that will be retained (2 quarters) by employers within the project
- Information on a placement strategy that will demonstrate methods for engaging employers, that indicate specific job needs
  - For incumbent workers, you must identify which of the following outcomes will be achieved as a result of their participation in the proposed project:
    - Change in functional job duties
    - Change in job title of the trained individual
    - Change in position description of the trained individual
    - Change in employer as a result of training

For additional information regarding the requirements of local and regional project teams, please see the attached Workforce Development Agency official policy issuance PI 11-42 (Attachment A.)

## **F. Proposal Submission**

**A Pre-Bid Conference Call will be held on Tuesday, October 23, 2012 2:00 – 3:00 pm EST. Use the following information to participate:**

**Call-in Number: (888) 557-8511**

**Passcode: 2975958#**

Proposal submissions must be made to the contact person listed below by **5:00 p.m. Tuesday, October 30, 2012.**

### **Contact:**

Matt Shields, Energy Market Talent Manager  
 Workforce Development Agency, State of Michigan  
 Phone: (517) 335-0840  
 Email: [ShieldsM1@michigan.gov](mailto:ShieldsM1@michigan.gov)

Proposals should not exceed five (5) pages in length utilizing 12-point type and one-inch margins. Proposal contents should include:

- Statement of work addressing the scope of services and how it aligns with the State Energy Sector Strategy described in Section B.
- Description of plan to meet Partnership, Training, and Performance Requirements outlined in Sections D & E.
- Budget summary and narrative utilizing the attached template (Attachment B.) This does not count toward 5-page limit.

WDASOM will review and consider all proposals and select one or multiple projects that assist with achieving outcomes detailed in Section D. All proposals must be open to negotiation and/or modification and WDASOM has the option to recommend changes to proposals prior to selection.